

		National Defence Défense Nationale	Back to the DID List
DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES			
1. TITLE – TITRE		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION	
SECURITY INCIDENT REPORT		DID 6.9.2.7.6	
3. DESCRIPTION / PURPOSE – DESCRIPTION / OBJET			
This report is to be included as part of the response by the contractor in notifying the NWSO and 22 Wing Military Police of physical security incidents that are/have occurred at the NWS Sites upon notification of a condition that jeopardizes site preservation.			
4. APPROVAL DATE DATE D'APPROBATION	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR)	6. GIDEP APPLICABLE D'ÉCHANGE DE DONNÉES PERTINENT	
	NWSO Technical Authority (TA)	N/A	
7. APPLICATION / INTERRELATIONSHIP – APPLICATION / INTERDÉPENDANCE			
CDRL-NWS SOW Para 6.9.2.7 refer. This DID contains the format and content preparation instructions for the data generated under the work tasks described in the NWS O&M SOW.			
8. ORIGINATOR - AUTEUR		9. APPLICABLE FORMS - FORMULES PERTINENTES	
RCS&S 3-3-4-4		Security Incident Response Form (G)	
10. PREPARATION INSTRUCTIONS – INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES			
10.1 <u>Source Document</u> NWS SOW Para 6.9.2.7			
10.2 <u>Content and Format</u>			
10.2.1 The Security Incident Response Report shall be prepared and available on-line in Contractor format. The Report shall describe in detail, the Contractor's situational awareness upon notification of an incident occurring or has occurred at a NWS site or location. The report is to be submitted to the NWSO and a copy to the 22 Wing Military Police.			
10.2.2 The Report shall detail the incident which may include but shall not be limited to: <ul style="list-style-type: none"> a. Security Designation of the Report (when completed); b. Type of Security Incident report, i.e. Initial, Follow-up and Final; c. Zone location of incident; d. Site location of incident; e. Date/time of the incident and particulars of who/how it was discovered; f. Date/time and particulars of person who submitted the report; g. Actions taken; h. Work order reference (if applicable); i. External agencies that were informed; j. Brief summary of the incident; k. Assessment of damage and/or impact, the consequences and effect of the security incident; and l. Include other relevant/pertinent information. 			

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| 10.2.3 | Conditions that jeopardizes site preservation that the Contractor initiates an immediate response includes, but not limited to: <ul style="list-style-type: none">a. Heat or power failure;b. Loss of power generating redundancy when the last remaining serviceable Diesel Electric Generator (DEG) is brought on line;c. Loss of remote monitoring and control capability, either directly or through the loss of communication to the site;d. Loss of structural integrity of sites which would expose equipment and facilities to damage;e. Fire alarms;f. Fuel spills, low fuel levels or suspected fuel leaks; andg. Detection of intrusion by intruders. |
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